

Request to Host 2017 KY Regional NASP Tournament

If you are interested in hosting the regional NASP tournament for your region for this year, please complete the application below and submit to your Patrick O'Connell (patrick.oconnell@ky.gov) no later than end of day on 6/10/16. Please complete, print, sign, scan and email back. Only documents signed by the proposed tournament admin and a principal/asst principal from the school will be considered.

Regional Tournament dates will be **Feb 10 – 12** for the primary date and **Feb 17 – 19** for a makeup date. If no proposals with the specified are submitted, other dates will be considered. If a regional host cannot be found for a region, archers from that region will not advance to the state tournament. So, please seriously consider hosting.

Below you will see a chart with the estimated number of archers in your region. All archers who what to shoot must be accommodated. So be prepared to expand the tournament if needed.

Region	Estimated Archers	Region	Estimated Archers	Region	Estimated Archers	Region	Estimated Archers	Region	Estimated Archers
1	400	4	750	7	900	10	800	13	300
2	800	5	1250	8	1300	11	650	14	750
3	1100	6	1600	9	1200	12	500		

KY NASP will provide:

1. Regional Coordinator to serve as the tournament administrator. The regional coordinator has the final word on all aspects of the tournament. The Regional Coordinator may not be on site at all times.
2. The awards for the awards ceremony

You must provide:

1. A tournament manager (responsible for ALL aspects of the tournament and must be an adult /non-student) This person must have the skills and ability to handle all aspects of the event.
2. All equipment required for the range (Safety nets, targets, target faces, quivers, bow stands, score boards, pencils, PA system, floor tape and a limited amount of loaner arrows/bows).
3. All equipment/supplies required for scoring/registration (computer, printer, scorecards, copy paper, scanner – loaner scanner may be available from your Regional Coordinator)
4. All staff for the tournament (announcer, admissions, range, registration, scoring, setup and teardown, parking attendants, concession....). All range workers and announcers must watch the Lane Official Training video at <http://naspschools.org/resources/> The Announcer, Scorers and Range officials must be 18 years old or older and a non-student.
5. Any staff required by the hosting location (custodial, security.....)
6. A location for the regional t-shirt vendor to set up and sell regional t-shirts (no booth fee can/will be charged to the vendor)

General Provisions:

1. Admission fee will be:
 - a. Competing archers and alternates – Free
 - b. Up to 2 coaches per team – Free
 - c. No more than \$5.00 per spectator.
2. The official Regional/State tournament rules must be followed. (including range specifications)
3. Registration fee for each archer will be \$10 and all registration fees will be paid directly to the host school.
4. Target faces will be replaced after each flight
5. Pencils at the target will not have erasers (Range officials will have erasers)
6. Tournament results will be sent (electronically) to nasptournaments.org immediately following the conclusion of the tournament (by tournament manager or scorer) Results must be loaded to the site after each flight. This will allow parents to make a decision on returning for the awards.
7. A total number of paid admissions must be tracked and reported
8. The tournament range specifications must meet official NASP requirements
9. If awarded the regional tournament and the hosting school(s) fails to meet the requirements, the school(s) will be ineligible to host the event the following year.

Financial:

1. The host school will receive/retain all admissions revenue and all concession revenue
2. The host school can offer other optional fundraising opportunities
3. The regional coordinator reserves the right to utilize up to 2 paid helpers of their choice. If used, they shall receive \$50 per day per helper to be paid by the host school on the last day of the tournament.
4. Ky NASP will invoice the host school for payment of registration fees. The host school will be responsible for remitting \$7 per scored archer. A participating school MUST pay for all registered archers. It will be the responsibility of the host school to collect these funds for all schools/archers. You will be responsible for payment for all archers (even if payment is not collected from the archer/school). All payments must be completed within 30 days of the conclusion of the tournament.

Proposal: Region _____

- Contact Name: _____
- Email: _____ Phone: _____

1. Host Location(s) (name and address) With the size of the regional tournaments, we understand that it will be necessary for most regions to host in multiple locations. Be creative!!!

	Location Name	Location Address	City	# Targets	Spectator Capacity
1					
2					
3					

2. Proposed Flight Schedule on each day of shooting: (subject to change by Regional Coordinator). You can decide how long it will take for you to complete each flight. They are not required to be 1:15 each.

Date	1	2	3	4	5	6	7	8	9	10	11	12
ex. 1/1/1900	8:30 AM	9:45 AM	11:00 AM	12:15 PM	1:30 PM	2:45 PM	4:00 PM	5:15 PM	6:30 PM	7:45 PM		

3. Proposed Flight Schedule for makeup dates: (subject to change by Regional Coordinator)

Date	1	2	3	4	5	6	7	8	9	10	11	12

4. If you are paying fees for the use of the facility, what is the total fee being charged for use of the facility for the event? _____
5. What group(s) will be receiving the proceeds from the event (ex ABC High School Tennis Team....)

6. Have you hosted archery events of this size in the past _____
7. What targets will you be using _____ (targets must be in good working condition at the time of the event)

Signatures

Tournament Admin: _____ Date: _____

Principal/Asst Prin: _____ Date: _____